

# **GHG Harparkash College of Education for Women, Sidhwan Khurd, Ludhiana**

## **IQAC MEETING 31<sup>st</sup> March, 2021**

All the IQAC members are requested to attend the second meeting of session 2020-2021 of IQAC scheduled on 31<sup>st</sup> March, 2021 at 10:30AM through on-line mode. The sequence of events will be as follows:

1. Briefing of Action taken Report of IQAC meeting dt. 28<sup>th</sup> Dec. 2020.
2. **AGENDA** ( IQAC 31<sup>st</sup> March, 2021)

### **Agenda Point-I Curriculum Aspects (10mins.)**

1. Website Update
2. Feedback from Alumni and Employers

### **Agenda Point-II Teaching Learning & Evaluation (10mins.)**

3. Remedial Teaching after house test
4. Tutorials for Special Student, B.Ed- I
5. Demonstration Lessons

### **Agenda Point-III Research & Outreach Activities (20mins.)**

6. Research Publications
7. Linkages for Faculty Exchange and Research Exchange
8. Collaborations with Community, organizations etc.

### **Agenda Point-IV Infrastructure & Learning Resources (10mins.)**

9. Recording Room for E-Content Development

### **Agenda Point-V Student Support & Progression (10mins.)**

10. Resource Room for Disabled
11. Group Insurance

**Agenda Point-VI Governance, Leadership and Management (20mins.)**

12. Organizing Faculty Development Programme
13. Strategies for Finance Mobilization

**Agenda Point-VII Institutional value and Best Practices (20mins.)**

14. Energy Policy Document
15. Energy Audit
16. Solar Panels for college



**Principal**

G.H.G. Harparkash College of Edu. for Women  
Sidhwan Khurd (L.dh.)



**IQAC Coordinator**

**GHG Harparkash College of Education for Women  
Sidhwan Khurd, Ludhiana**

**IQAC MEETING  
31<sup>st</sup> March, 2021  
PROGRAMME SCHEDULE**

1. Joining of Meeting : 10:20 A.M to 10:30A.M
2. Introduction of Meeting by : 10:30 A.M to 10:35 A.M  
Dr. Shally
3. Welcome Address by Principal Dr.Amandeep Kaur : 10:35 A.M to 10:40 A.M
4. Briefing of Action Taken Report of dt.28<sup>th</sup> Dec. 2020 : 10:40 A.M to 10:45 A.M  
Dr. Kiran Duggal (IQAC Coordinator)
5. Agenda Presenter and Moderator of Meeting  
Mrs. Pushpinder Kaur  
Dr. Shally

**Agenda Point-1** Curriculum Aspects : 10:45 A.M to 10:55 A.M

- Website Update
- Feedback from Alumni and Employers

**Agenda Point-2** Teaching Learning & Evaluation : 10:55 A.M to 11:05 A.M

- Remedial Teaching after house test
- Tutorials for Special Student, B.Ed-I
- Demonstration Lessons

**Agenda Point-3** Research & Outreach Activities : 11:05 A.M to 11:15 A.M

- Research Publications
- Linkages for Faculty Exchange and Research Exchange
- Collaborations with Community, organizations etc.

**Agenda Point-4** Infrastructure & Learning Resources : 11:15 A.M to 11:25 A.M

- Recording Room for E-Content Development

**Agenda Point-5** Student Support & progression : 11:25 A.M to 11:35 A.M

- Resource Room for Disabled
- Group Insurance

**Agenda Point- 6** Governance,Leadership and Management :11:35 A.M to 11:55 A.M

- Organizing Faculty Development Programme
- Strategies for Finance Mobilization

**Agenda Point-7** Institutional Value and Best Practices: 11:55 A.M to 12:15 Pm

- Energy Policy Document
- Energy Audit
- Solar Panels for college

Vote of Thanks by Dr.Manjeet Kaur : 12:15 P.M to 12:20 P.M



**Principal**

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G.H.G. Harparkash College of Edu. for Women  
Sidhwan Khurd (Ldh.)



**IQAC Coordinator**



**GHG HARPARKASH COLLEGE OF EDUCATION FOR WOMEN**  
**Sidhwan Khurd (Ludhiana)**

**Resolution of 31<sup>st</sup> March, 2021**

**Minutes of the online meeting of Internal Quality Assurance Cell**  
**(IQAC) held on 31.03.2021 at 10.00 AM**

**Members Present:**

Dr. Amandeep Kaur, Chairperson, IQAC (Principal G.H.G Harparksh College of Education for Women)  
Dr. Seema Chopra, Administrative Officer  
Dr. Kiran Duggal, Coordinator, IQAC  
Dr. Hardip Singh Sur, Manager SGHGU Hari Trust, Sidhwan Khurd

**Faculty Members Present**

Dr. Manjeet Kaur  
Dr. Sarvjeet Kaur  
Dr. Shally  
Dr. Gurwinder Singh  
Dr. Jagminder Kaur  
Dr. Jaspreet Kaur  
Dr. Ajay Kumar

**Technical Staff:**

Mrs. Manpreet Kaur  
Mrs. Harmeet Kaur

**External Expert**

Prof. Mohammad Rafi  
Prof. S.K. Bawa  
Dr. Khushwinder Kumar

**Community Representatives**

Er. Sanjeev Sood  
Dr. Purshotam Singh

**Employers**

Mrs. Jatinder Kaur  
Mr. Pawan Sood

**Alumni Representatives**

Mrs. Bhupinder Kaur

**Students Representatives**

Ms. Disha,  
Ms. Manali Dubey  
Ms. Hardeep Kaur  
Ms. Harsimran Kaur

Dr. Amandeep Kaur, Principal, GHG Harparkash College of Education for Women, Sidhwan Khurd welcomed the invitees. Dr. Kiran Duggal, IQAC Coordinator welcomed the members to the meeting once again and presented Action taken Report.

### **AGENDA POINTS :**

#### **Criterion-I Curricular Aspects**

- (1) **Agenda Point:** Website update

**IQAC Resolved:**

- The Institution may upload the information on all parameters of NAAC to give an updated outlook to website.

- (2) **Agenda Point:** Feedback from Alumni and Employers

**IQAC Resolved:**

- It was suggested to make google forms to obtain feedback from the Alumni and Employer and analyses the feedback.

#### **Criterion-II Teaching Learning & Evaluation**

- (3) **Agenda Point:** Remedial Teaching after house-test

**IQAC Resolved:**

- It was suggested to make two groups of students on basis of their score in House Test i.e. Booster group & Average group and teach them in remedial way.

- (4) **Agenda Point:** Tutorials for special student, B.Ed-I

**IQAC Resolved:**

- It was suggested to prepare and provide audio lectures to blind student (B.Ed-I) besides online teaching.

- (5) **Agenda Point:** Demonstration Lessons

**IQAC Resolved:**

- Involve Alumni and school teachers also along with own faculty for Demonstration Lessons which should demonstrate how to teach online and offline mode as well.

#### **Criterion-III Research & Outreach Activities**

- (6) **Agenda Point:** Research Publications

**IQAC Resolved:**

- It was suggested to faculty members to publish Research Papers in reputed UGC Care listed journals, books and Edited books (atleast two publications by the end of May)

- (7) **Agenda Point:** Linkages for Faculty Exchange and Research Exchange

**IQAC Resolved:**

- It was suggested to promote faculty exchange through collaborations in form of workshops and lectures with other Institutions.

- (8) **Agenda Point:** Collaboration with community, organizations etc.

**IQAC Resolved:**

- Establishing linkages with charitable societies etc in community.
- Collaboration with Heartfull Campus organization was suggested if it is free of cost.

**Criterion-IV Infrastructure and Learning Resources**

- (9) **Agenda Point:** Recording Room for E-content Development

**IQAC Resolved:**

- Recording Room with facilities like webcam, computer, tripod and background screen, headphone, mic should be established to facilitate e-content development.

**Agenda Point-V Student Support & Progression**

- (10) **Agenda Point:** Resource Room for disabled

**IQAC Resolved:**

- Resource Room for disabled should be maintained by the Institution to serve the special needs of challenged students keeping audio/video lectures, wheel chairs, computers, speakers, revolving chairs and headphones etc.

- (11) **Agenda Point:** Group Insurance

**IQAC Resolved:**

- It was suggested to explore Govt. Agencies for Group Insurance of Students instead of private agencies.

**Criterion-VI Governance, Leadership and Management**

- (12) **Agenda Point:** Organizing Faculty Development Program

**IQAC Resolved:**

- Staff is to organize Faculty Development Program on Research and also on Life Skills and values as per UGC quality mandate.

- (13) **Agenda Point:** Strategies for Finance Mobilization

**IQAC Resolved:**

- Finance mobilization should be by contacting donor NRIs, Alumni and Industrialists.



## Criterion-VII Institutional Values and Best Practices

(14) **Agenda Point:** Energy Policy Document

**IQAC Resolved:**

- Energy Policy Document is to be prepared after consulting experts.

(15) **Agenda Point:** Energy Audit

**IQAC Resolved:**

- Webinar already organized on Energy Policy document. There is need to conduct a meeting with them for further execution.

(16) **Agenda Point:** Solar Panels for College

**IQAC Resolved:**

- It was suggested to have quotations from various agencies installing Solar Panels.



**IQAC Coordinator**



**Principal**

**IQAC Chairperson**

G.H.G. Harparkash College of Edu. for Women  
Sidhwan Khurd (Ldh.)



## Duties to accomplish Program of Action of IQAC Meeting 31<sup>st</sup> March, 2021.

Sr. No.	Agenda/ Resolve	Teacher Incharge
1	<b>Criterion 1:</b> • Website Update	Dr. Ajay Kumar <i>gk</i>
2	Feedback from Alumni and Employers	Dr. Ajay Kumar <i>gk</i>
3	<b>Criterion 2:</b> Remedial Teaching after house test	Dr. Sarvjeet Kaur <i>SK</i>
4	Arranging Tutorials for Special student, B.Ed-I	Dr. Manjeet Kaur <i>Manjeet</i>
5	Demonstration Lessons	Dr. Shally <i>shally</i>
6	<b>Criterion 3:</b> • Monitoring Research Publications • Editing book, Papers in CARE, Writing Book All the faculty should get atleast two publications each by June 2021.	Dr. Kiran Duggal <i>Kiran</i>
7	Linkages for Faculty Exchange and Research Exchange-Detail of Linkages	Dr. Kiran Duggal Dr. Shally <i>shally</i>
8	Collaborations with Community, Organizations etc. MOUs -	Dr. Seema Chopra <i>seema</i> Dr. Sarvjeet Kaur <i>SK</i> Dr. Gurwinder Singh <i>GS</i> Dr. Ajay Kumar <i>gk</i>
9	<b>Criterion 4:</b> • Recording Room Facilities	Dr. Gurwinder Singh <i>GS</i>
10	<b>Criterion 5:</b> • Resource Room for Disabled	Dr. Manjeet Kaur <i>Manjeet</i>
11	Group Insurance	Dr. Gurwinder Singh <i>GS</i>
12	<b>Criterion 6:</b> • Organizing Faculty Development Program 1. e-content Development 2. Research	Dr. Kiran Duggal <i>Kiran</i> Dr. Manjeet Kaur <i>Manjeet</i> Dr. Sarvjeet Kaur <i>SK</i> Dr. Gurwinder Singh <i>GS</i>

13	Strategies for Finance Mobilization. Small donations form : NRIs, Alumnis, NGOs Write letters	Dr. Manjeet Kaur Dr. Shally Dr. Jagminder Kaur
14	<b>Criterion 7:</b> • Energy Policy Document	Dr. Jagminder Kaur
15	Energy Audit	Dr. Shally
16	Solar Panels for college	Dr. Ajay Kumar

*Kumar*

**IQAC Coordinator**

*Devi*

**Principal**

**IQAC Chairperson**

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